Chapter 04 Administration

04.01.000 Purpose & Intent

The purpose of this chapter is to define certain administrative procedures and requirements to provide clear instructions and notice to property owners and developers within the Eastern Urban Center SPA regarding permit and plan approvals. The general intent of these regulations is to use the standard procedures provided in Chapter 19.14 CVMC except where special procedures are required or defined herein.

The administration of the Eastern Urban Center SPA Plan shall be as provided for in Chapter 19.48.090 et. seq. CVMC. Whenever the provisions of this ordinance conflict with or provide different rules, standards or procedures from those of Titles 12 (Streets and Sidewalks), 18 (subdivisions) or 19 (Zoning and Specific Plans) of the City's Municipal Code, the provisions of this ordinance shall prevail. On matters within those Titles on which this ordinance is silent, the existing Titles shall apply. Nothing herein is intended to or shall be deemed to supersede or override anything in other Titles of the Municipal Code or in state or federal law.

04.02.000 Review Processes

There shall be two primary steps in the design review process for the design and development of new buildings and uses within the Eastern Urban Center SPA, in addition to the subdivision and conditional use permit processes. The first is the pre-application review by the *Master Developer* and the City. The second is the actual Design Review submittal together with related permit applications.

The "*Master Developer*" shall participate in each step of the design review process prior to application submittal to the City. The review by the *Master Developer* is for recommendation only. Each application to the City shall be accompanied by this recommendation from the *Master Developer* to City staff for approval, modification or denial of the proposed project. This process is intended to add an extra level of review for compliance with previously adopted plans. Refer to Chapter 01 for the definition of *Master Developer*.

These regulations include those distinct administrative processes and procedures for the *EUC*. Additional permits may be required which shall be subject to and processed in accordance with the Chula Vista Municipal code.

It is strongly encouraged that an applicant for Design Review request a pre-application meeting with the administrative staff to review the scope of the project and the required applications and submittal materials. The pre-application meeting will be subject to the adopted Chula Vista fee schedule.

The three levels of review shall be:

a. Design Review: Design Review is intended to provide sufficient detail in site planning, architectural design, and landscape architectural design to enable specific project design to be reviewed with respect to compliance with this Code and related SPA documents. Typically, Design Review will be performed on an individual building, but may also include a group of buildings. Because of the importance of design context and continuity of streetscapes, Design Review submittals will be required to address the entire block on which the proposed project is located at a conceptual level. This conceptual planning provides assurance that options for the logical build-out can occur, but is not specifically adopted as a constraint on other alternatives that may be considered in the future. Refer to Block Build-out examples on Exhibit IV-1.

   Another, alternative is the consideration of phased intensification. A building complex may intensify over time as a planned intensification. This phasing may be approved with the initial Design Review application at the option of the applicant. An example of this is shown on Exhibit IV-2. The concept block planning is required in the following situations:

   i. If the Design Review application is for a partial build-out of a block, or;

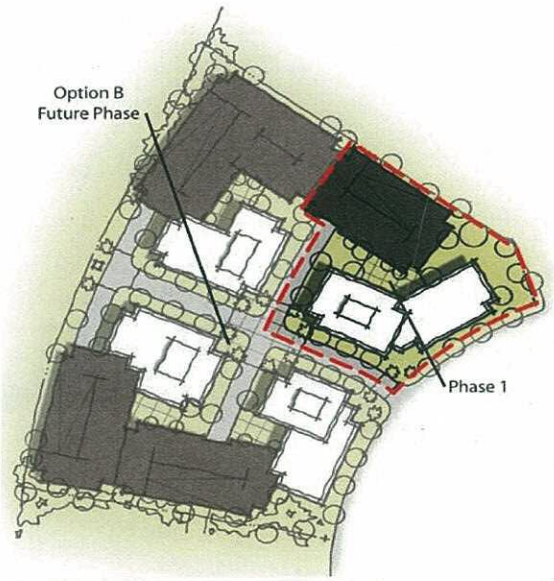
   ii. If the Design Review application is less than the maximum development envisioned, and is needed to ensure that the *average building height* will be achieved. (Refer to 04.04.002)

b. Intensity Transfers: This is an administrative process, conducted by the Zoning Administrator, to insure that the *EUC* maintains the intended maximum level of intensity.

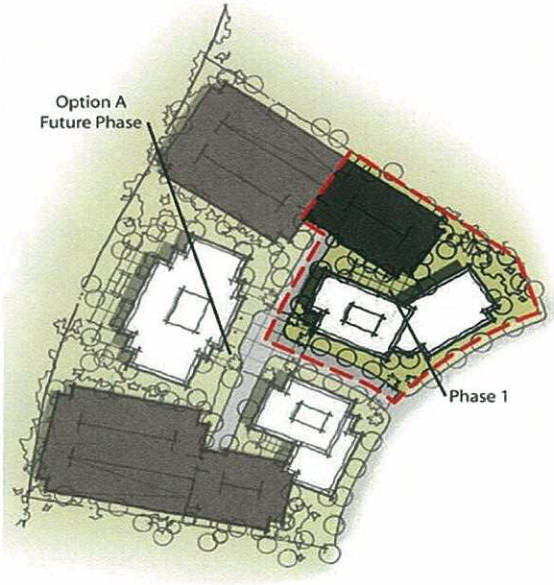
c. Site Plan & Architectural Review: This is an administrative process and shall be completed as a part of the building permit process to ensure that construction is in compliance with prior design review approvals

Block Build-out Alternatives
Example

Projects not submitted as an entire block for Design Review shall be required to submit conceptual alternatives of how the block may be built-out. This exhibit shows an example of this type of phased submittral.



Block build-out Alt. 1



Block build-out Alt. 2

CITY OF CHULA VISTA

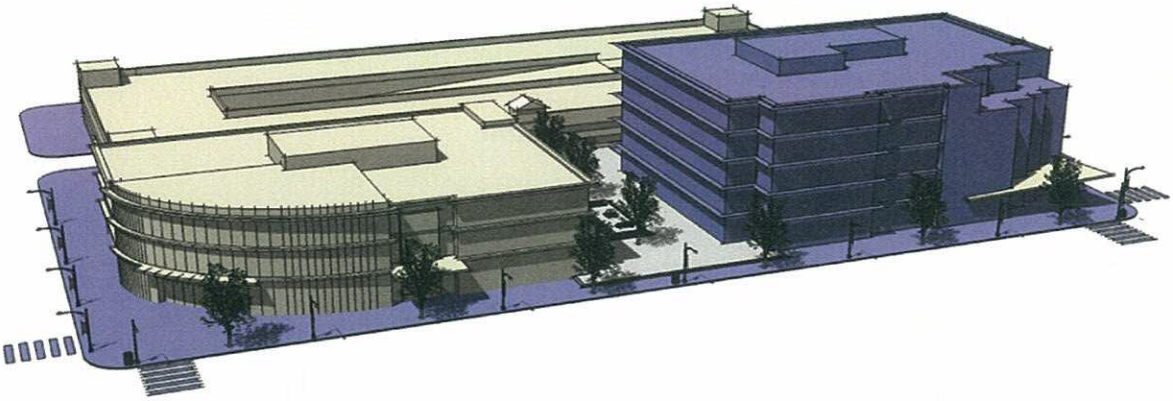
Eastern Urban Center
OTAY RANCH

Source: RTKL
Cinti Land Planning
San Diego, CA (619) 223-7408

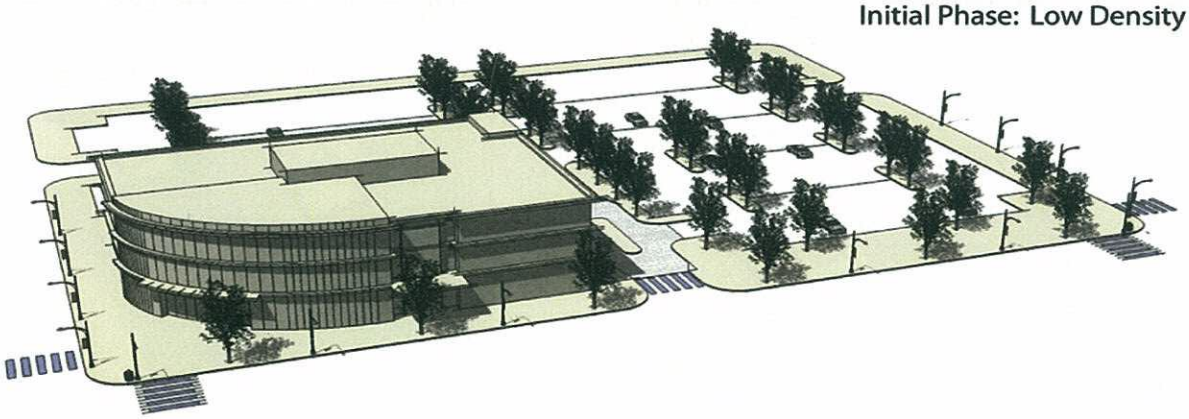
Exhibit IV-1

Urban Intensification

Ultimate Phase: Urban Infill, High Density



Initial Phase: Low Density



CITY OF CHULA VISTA

Eastern Urban Center
OTAY RANCH

Source: RTKL
Cinti Land Planning
San Diego, CA (619) 223-7408

Exhibit IV-2

04.03.000 Scope of the Review Processes

04.03.001 Design Review: The scope of Design Review shall be limited to compliance with the provisions of this Code and related SPA documents, as specifically provided for in Chapter 19.14.582 CVMC.. The *EUC* is intended to be a vibrant urban environment with a wide variety of uses, activities and urban design features. In such an environment the overriding design goals are high quality design and excellent functionality. This Code provides a description of the intended environment through limited prescribed standards and numerous character examples for individual components. Adherence to any specific design style or any set of preconceived design solutions is neither required or desired. The Design Review process shall result in a determination that a project is in compliance with the FBC defined standards and guidelines and compliance with *EUC* character goals depicted in the FBC.

Because of the wide range of appropriate designs within the *EUC*, any design review submittal which meets the prescriptive standards of this Code shall be deemed to be an appropriate design. Any and all design revisions or conditions applied to a proposed project by the Design Review Board, Zoning Administrator or other review and approving body, shall be based on the fact that such modification or condition is required to meet either the *EUC* design character goals or prescriptive standards. This Code utilizes multiple examples of design solutions to convey a sense of design character, which is intended to illustrate that there is not a single solution or requirement for an acceptable design.

04.03.002 Site Plan & Architectural Review: This step shall be completed as a part of the building permit process to ensure that construction is in compliance with prior design review approvals.

04.04.000 Submittal Requirements

04.04.001 Design Review: Design Review shall be as provided for in CVMC Chapter 19.14.581 through 19.14.600, except that the Zoning Administrator shall have the authority for review and approval of any application that includes a non-residential building less than 30,000 square feet, or residential uses not exceeding two-hundred dwelling units, but shall have, at his sole discretion, the right to refer such Design Review application to the Design Review Board for their action. The Zoning Administrator shall have the authority to retain an on-call design professional to assist in the review, at the expense of the applicant, if he elects to review and approve an application. The application for Design Review shall include the following items:

a. Site Plan (All plans must be collated and submitted as 24 sets, folded to 8 ½" x 11". Include a scale on all drawings. Scale shall be no less than 1'=30')

i. Project location, legal description and assessor's parcel number;

ii. Property owner's name and address;

iii. Name of person or firm who prepared the plans and date of preparation;

iv. Vicinity Map and north arrow;

v. Number of parking spaces required, number and size of parking spaces provided;

vi. Boundaries of subject property with dimensions;

vii. Show all existing and proposed buildings and structures. Include dimensions, land use and square footage for each building activity area;

viii. Show distance between buildings and/or structures;

ix. Location and dimensions of backflow prevention device;

x. Existing and proposed walls, fences, etc., indicating height design, and materials;

xi. Parking layout, pedestrian walks, loading and trash areas;

xii. Location of all existing trees or manmade features which are to remain or be removed;

xiii. Location, type, and size of all existing and proposed utilities;

xiv. Show all easements;

xv. Location of existing and proposed signs;

xvi. Driveway widths and locations;

xvii. Adjacent streets, alleys, and properties (including adjacent structures);

xviii. Delineation of phasing, when applicable;

xix. Clearly show and label the proposed Best Management Practices (BMPs).

b. Conceptual Landscape Plans:

i. Plant material matrix;

ii. Conceptual location of trees, shrubs, and groundcover;

iii. Trees to remain or be removed;

iv. Berming and/or mounded areas (showing contours & height), if applicable;

v. Percentage of landscaped area of site, including hardscape, to total site area;

vi. Plazas, sidewalks, or other hardscape elements, such as special paving;

vii. Concept Design Statement with "Design Objective";

viii. Identification of any integrated BMP's.

c. Elevations:

i. Elevation views of each side of all buildings, structures, walls and/or fences, signs, and exterior lights;

ii. Illustrative cross sections and enlargement of architectural elements or details as needed;

iii. Conceptual signage (location, size, type);

iv. All exterior building materials shall be clearly labeled on each sheet of elevations.

v. *Floor* and Roof Plans:

(1) Floor plans with square footage included;

(2) Location and size of storage areas.

d. Site Utilization Plan:

i. All parcels lines and streets (R.O.W. and improvements);

ii. Location and dominant use of structures;

iii. Adjacent access and circulation;

e. Conceptual Grading Plan, if applicable:

i. Indicate existing contours both on-site and a minimum of 50 feet beyond the project boundaries;

ii. Indicate the direction of existing and proposed drainage, finish grade, and finish elevations;

iii. Indicate proposed grading, structures, curbs, walls (height), gutters, pavement, drainage, structures, swales, mounding, slopes, open space, and walks;

iv. Include site dimensions, spot elevations as needed, gradients, proposed contours, cross section, flow arrows;

v. Earthwork quantities (borrow and disposal areas);

vi. Retaining walls (top and footing elevations).

vii. Clearly show and label all BMP's.

f. Other Documents, Exhibits, Applications, and Plans:

i. Development Processing Application form;

ii. Completed Project Description and Justification form;

iii. Disclosure statement;

iv. Development Processing Agreement;

v. Letter recommending approval from *Master Developer*;

vi. Operational Profile;

vii. Preliminary Soils/Geologic report;

viii. Color and Materials Board (Samples should include exposed roofing, paint, stain finishes and textures, canvas and plastic covering, special glass application and frames, wrought iron, or other custom design elements, masonry choices mounted on an illustration board);

ix. Site Photographs (35 mm or digital) clearly showing views of and from the project site;

x. Written statement, and/or exhibits as applicable, indicating compliance with applicable required EIR mitigation measures; and SPA and subdivision conditions of approval;

xi. Preliminary Water Quality Technical Report (WQTR);

xii. Calculations for special structures;

xiii. Preliminary Sewer Study;

xiv. Preliminary Drainage Study;

xv. Any required submittal items on the most recently adopted Chula Vista published list of Design Review submittal requirements that are not otherwise listed herein.

xv. Additional items required for a public hearing after a project has been deemed complete:

(1) Colored and rendered elevation and landscape plans;

(2) Provide set of reduced (8 ½" x 11") plans and elevations two weeks prior to hearing;

(3) Provide digital images of all exhibits on diskette two weeks prior to public hearing.

g. Additional items required with application, and to be updated upon project approval:

i. Completed monitoring tables, as required in herein; including: Residential, Non-residential and CPF Monitoring Tables;

ii. Block build-out concept plans if project does not include an entire block;

iii. Calculation of Average Building Height based on project or block build-out concept plans;

iv. Written recommendation from Master Developer;

v. If the application includes buildings eight (8) stories or greater, studies to assess the effects on light, shadowing, and wind patterns on adjacent areas and buildings is required;

vi. If an intensity transfer is included, written evidence of approval from all property owners that would have a change in their intensity.

04.04.002 Building Height Determination: The Zoning Administrator shall make the determination that the building height requirements have been met. If the design review application does not meet the *average building height* requirements as specified in the district standards in Chapter 02 and Exhibit III-50. The applicant shall submit the following information to allow the Zoning Administrator to make the required determination:

a. Submittal requirements:

i. A site plan indicating the heights of buildings in the proposed design review application;

ii. The minimum average heights for additional buildings in the block or adjacent blocks (within the minimum average height district boundary) that will allow the minimum height to be achieved at full build-out;

iii. If the applicant is not the owner of the all the lots indicated above, a letter or other written evidence from the property owner(s) of these lots agreeing to the minimum building heights being proposed.

b. Findings required: All of the following findings are required for Zoning Administrator approval of a deviation from the minimum average height requirements:

i. That any deviation will not result in a reduction of the minimum *average building height* required in the overall minimum average height district boundary;

ii. That any deviation is otherwise consistent with the urban form standards

specified in Chapter 02, herein;

iii. That the project is otherwise consistent with the character description and design vision (Chapter 02) for the district in which the proposed project is located;

iv. That the project applicant has received a recommendation for approval of the intensity transfer from the *Master Developer*, and written approval from all property owners that would have any change in their intensity.

04.04.003 Site Plan and Architectural Review: Site Plan and Architectural Review shall include those requirements specified in Chapter 19.14.420 *et. seq.* CVMC.

04.05.000 Intensity Transfers

04.05.001 Purpose: The purpose and intent of the Eastern Urban Center is to create a vibrant mixed use center serving Otay Ranch and surrounding areas in Eastern Chula Vista. The Site Utilization Plan provides a range of residential and non-residential intensities in ten districts, which provide some latitude in the proportion of residential and non-residential uses intended for the *EUC*. There may be development proposals where the intended character and purpose of the *EUC* can be maintained, yet result in inconsistencies with the total intensity established for a particular district, or for the total intensity of all districts. To provide for these instances, the following regulations are established to permit and regulate these transfers of intensity. Every project, other than those at the target intensity, shall require an intensity transfer to insure that the maximum intensity is achieved at full maturity. Any reduction in low or target intensity in any district must be met with a corresponding increase in another district and vice versa.

04.05.002 Transfers Within Intensity Range of a District

Unless a proposed project is exactly consistent with the target intensity shown on the Site Utilization Plan, an intensity transfer is required. If it is within the intensity ranges for intensity indicated, then it shall be assumed to be consistent with intended *EUC* character. Notwithstanding this presumption, the Zoning Administrator shall approve the proposed intensity transfer as an administrative matter, is subject to the following findings:

a. That the transfer maintains the intended mixed use character of the *EUC*;

b. That a corresponding increase or decrease in another district is included in the

proposed transfer so that overall SPA intensities will not be exceeded or reduced;

c. That the project applicant has received a recommendation for approval of the intensity transfer from the *Master Developer*; and,

d. That the project applicant has received a recommendation for approval of the intensity transfer from the *Master Developer,* and written approval from all property owners that would have any change in their intensity.

04.05.003 Transfers of Intensity Between Districts

Transfers of intensity between districts above the high end of any district's intensity range may be approved by the Zoning Administrator as an administrative matter. The Zoning Administrator approval shall be based on the following findings:

a. That the transfer maintains the intended mixed use character of the *EUC*;

b. That the transfer is consistent with the urban design concepts and the district principles outlined in the FBC;

c. That a corresponding increase or decrease in another district is included in the proposed transfer so that overall SPA intensities will not be exceeded or reduced;

d. That the project applicant has provided supporting technical studies, to the satisfaction of the Zoning Administrator, that indicate adequate infrastructure will exist to support the intensity transfer;

e. That the project applicant has agreed to provide any necessary amended documents reflecting the intensity transfer for the public record; and,

f. That the project applicant has received a recommendation for approval of the intensity transfer from the *Master Developer*, and written approval from all property owners that would have a change in their intensity.

04.05.004 Application and Review Process for Intensity Transfers

The application shall be made to the Zoning Administrator by written request together with supporting documentation, a fee or deposit as in accordance with the City fee schedule, along with an agreement to pay any additional costs that may be required to review the application.

a. The applicant shall be required to submit twenty-four sets of the following items, the receipt of which shall constitute a complete application:

i. Written project description with statistics adequately indicating the scope of the intensity transfer from and to which planning area;

ii. A strikeout underline version of any text, table, or exhibit from the complete SPA documents that will be affected by the intensity transfer;

iii. Written approval of the transfer from the *Master Developer*;

iv. Written statement(s) from professionals indicating that the transfer will not exceed the existing and planned infrastructure;

v. Written statement, and/or applicable exhibits demonstrating compliance with applicable required EIR mitigation measures; and SPA and subdivision conditions of approval;

vi. Additional items required after intensity transfer is approved: The applicant shall provide updated text, tables, and exhibits in the number determined by the Director of Planning and Building.

vii. Review Process: The Zoning Administrator shall take one of the following actions. The action of the Zoning Administrator on an intensity transfer may be appealed in the same manner as provided for an appeal of a Design Review action. Approval by the Zoning Administrator shall be by dating and signing the Intensity Monitoring Tables submitted by the applicant. Copies of approved Monitoring Tables shall be maintained with the *EUC* SPA documents as Appendix 1. Approval of Intensity Transfers are not subject to review by the Design Review Board, and may occur prior to, or concurrently with, a Design Review application.

(1) Approve the application as submitted;

(2) Approve the application with certain conditions;

(3) Deny the application.

04.06.000 Subdivision Standards and Procedures.

The following subdivision standards and procedures shall apply to the Eastern Urban Center (EUC):

Refer also to Chapter 01.05.000 for additional definitions (*italicized* herein)

04.06.001 *Tentative Maps.* A *Tentative Map* need not show the number or configuration of the multiple Final Maps proposed or the number or configuration of the lots or parcels to be created by the Final Maps. All *Tentative Map*s shall have a note that states: "Planning Area Unit Count must conform to the EUC SPA Plan."

04.06.002 Final Maps. Multiple Final Maps may be filed on an approved *Tentative Map*. These Final Maps may cover all of or any portion of the land described in the approved Tentative Map. The number and configuration of the lots created by the Final Maps may differ from what was shown on the approved *Tentative Map*. More lots or parcels may be shown on the Final Maps than were shown on the approved *Tentative Map*. With the approval of the Director of Planning and Building and the City Engineer, additional public streets may be shown on the Final Maps without a new or amended *Tentative Map* regardless of whether they were shown on a *Tentative Map*. None of these circumstances shall be cause for a Final Map to be found not to be in substantial compliance with the previously approved *Tentative Map*. No new or amended *Tentative Map*s shall be required for Final Maps found to be in substantial compliance h the approved *Tentative Map* for the area covered by the Final Map.

04.06.003 *"A" Map*s and *"B" Map*s. One or more *"A" Map*s may be filed on an approved *Tentative Map* to subdivide portions of the Eastern Urban Center into *Master Subdivision Lot*s and *Final Map* Lots. The *Master Subdivision Lot*s may be further subdivided with one or more *"B" Map*s. *"B" Map*s which are in substantial compliance with the approved *Tentative Map* may be filed on *Master Subdivision Lot*s

without a new or amended *Tentative Map*. *"A" Map*s are not required; any portion of the Eastern Urban Center may be mapped only with *"B" Map*s. There is no limit to the number of *"A" Map*s or *"B" Map*s that can be filed or the number of *Master Subdivision Lot*s or *Final Map* Lots that can be created in the Eastern Urban Center unless limited by the EUC SPA plan. *Master Subdivision Lot*s need not front on an improved (or bonded) public street. No improvements or sureties for public improvements are required for an "A" Map, so long as access and utilities to all of the *Master Subdivision Lot*s created by the *"A" Map* are assured as necessary by appropriate offers of dedication or easements or otherwise guaranteed. No grading of a *Master Subdivision Lot* shall be required except in connection with the development of the *Master Subdivision Lot*.

04.06.004 Development of *Master Subdivision Lots*. *Master Subdivision Lot*s cannot be developed for residential purposes without: (1) the filing of a *"B" Map* which identifies the maximum number of residential units which may be developed on the subdivided property; and (2) the developer providing appropriate sureties for required public improvements as identified in the PFFP. A *Master Subdivision Lot* may be developed for exclusively nonresidential purposes without the filing of a *"B" Map*, but the developer must provide appropriate sureties for required public improvements as identified in the PFFP. The following development activities are permitted on a *Master Subdivision Lot* before the filing of a *"B" Map* (if applicable): grading, drainage improvements, and off-site improvements (e.g., road or utility improvements) for other projects.

04.06.005 Condominium Projects. Condominium projects may be established on any portion of the Eastern Urban Center pursuant to the *Subdivision Map Act* with any type of *Final Map*. No new *Tentative Map* shall be required for a *Final Map* of a condominium project found to be in substantial compliance with an approved *Tentative Map*, unless the *Tentative Map* has expired. A developer may choose to have only a portion of the property covered by a *Final Map* approved for condominium purposes so long as the portion not approved for condominium purposes is a separate lot or parcel on the *Final Map*. A *Final Map* of a condominium project shall state the total number of condominiums authorized by the City for the lots or parcels approved for condominium purposes.

04.06.006 Three-Dimensional *Final Maps*. A developer shall have the right, but no obligation, to use a three-dimensional Final Map. For example, a three-dimensional Final Map might be used for a mixed-use project on a single parcel to separate the commercial portion of the project from the residential portion of the project. A three-dimensional Final Map may trigger UBC requirements for firewalls and access.

04.07.000 Dominant Land Use Consistency

Dominant Use districts are intended to convey a vision, or character, for the various parcels in the EUC. Due to this general characterization, there is no requirement to amend the SPA for changes in dominant uses, providing the proposed project is consistent with the descriptions of the EUC as depicted in Chapters II and III, herein. The Zoning Administer shall make this consistency determination if needed.

04.08.000 Landscape Master Plan

A Landscape Master Plan is required for the EUC to provide an overall basis for reviewing specific landscape designs at the public improvements stage. The Landscape Master Plan shall be submitted prior to or concurrent with the 50% submittal of the rough grading plans and approved with the first final "B" map, excluding approval of financial maps with no development rights that may be approved before the first final map. The following provides all the requirements for the application, review, and approval process.

04.08.001 Application Requirements: The application shall be made to the Director of Engineering by written request together with supporting documentation, a fee or deposit as in accordance with the City fee schedule.

The applicant shall be required to submit ten sets of the following items, the receipt of which shall constitute a complete application: All plans must be collated and folded to 8 ½" x 11". Include a scale on all drawings. Scale shall be 1' = 100'. Plans shall include the applicant's name, north arrow and scale:

a. Approval of Master Developer: If the application is not by the Master Developer, the applicant shall provide the written recommendation for approval of the proposed Landscape Master Plan by the Master Developer.

b. Street Tree Master Plan: Shall include the conceptual location and spacing of street trees within all public street rights-of-way. The plan shall include a legend identifying the species of trees permitted. More than one specie may be indicated for any particular location. The interior landscaping of public parks shall be reviewed and approved by a separate process and need not be included, unless specific prior approval of the park landscaping has been obtained. Planter width is set on the tentative Map. Coordination of tree species and final planter square foot area will be determined with the final selection of the street trees.

c. Landscape Maintenance Plan: Shall include the proposed maintenance responsibilities and approximate square feet of all landscaping of public areas. Maintenance costs, while not required in the LMP, will be derived based on the approved LMP.

d. Irrigation Plan: Shall include the conceptual location of the main lines and conceptual location of meters. This may be combined on the street tree master plan.

e. Parkway Sections: A section shall be provided for the twelve foot (12') wide and twenty foot (20') wide pedestrian corridors that includes dimensions consistent with the EUC street assembly requirements. This may be combined on another sheet of the Landscape Master Plan.

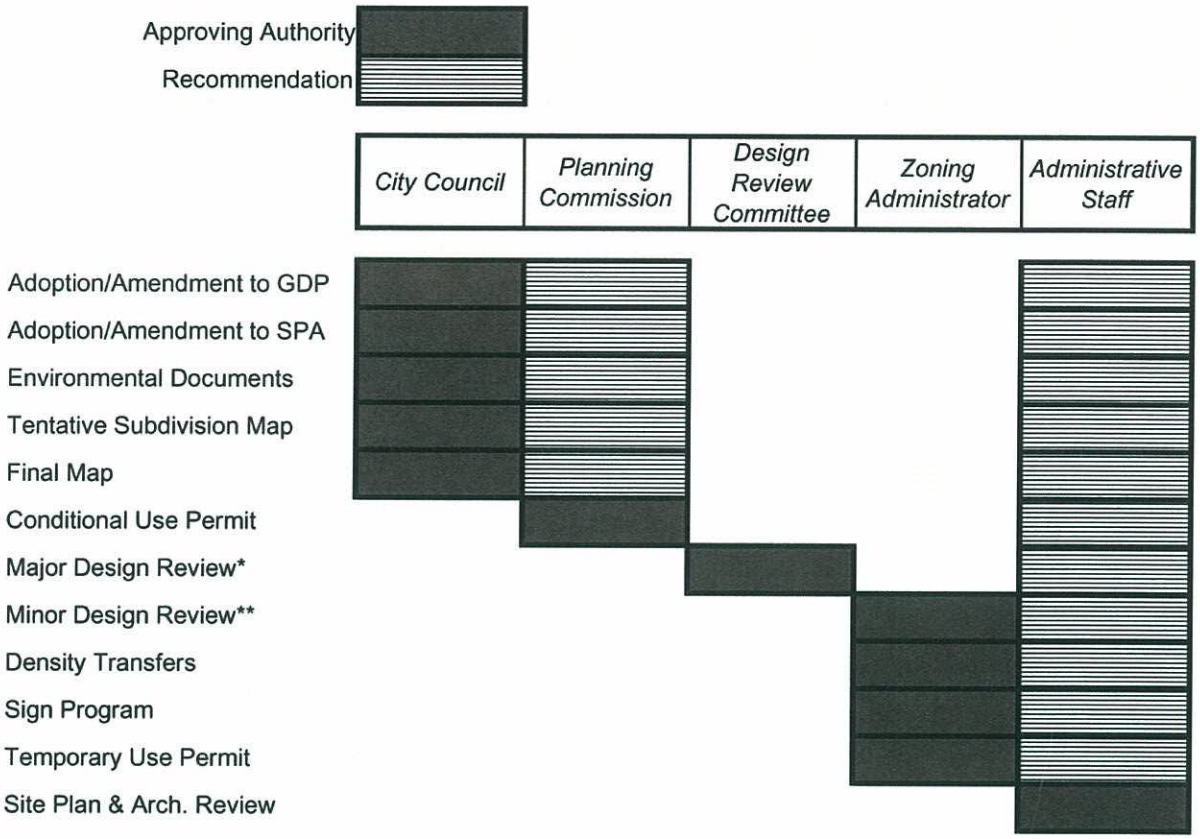
f. Implementation Notes: Implementation notes may be added to the plans, including notes indicating that the plans are conceptual and subject to adjustments necessary to accommodate specific site planning considerations during Design Review,

04.08.002 Review and Approval Process: The Landscape Master Plan shall be submitted prior to or concurrent with the 50% submittal of the rough grading plans and approved prior to the first final "B" map. The review shall be based on compliance with the provisions of the adopted requirements of the EUC, which, in order to achieve the intended urban design character, may include some variation from the City's adopted Landscape Manual. The Landscape Master plan shall be approved by the Director of Engineering. The Landscape Master Plan may be appealed in the same manner as provided for an appeal of a Design Review action.

04.09.000 Authority for Approval

The authority for approval of all permits required in the EUC shall be as specified in the CVMC, except as otherwise specified herein.

Discretionary Permit Matrix for EUC



** Major Design Review is for Projects >30,000 SF of Non-Residential or >200 DU*

*** Minor Design Review is for Projects <30,000 SF of Non-Residential or <200 DU*

Exhibit IV-3

DESIGN REVIEW CHECKLIST

- ❑ Has the project complied with all of the submittal requirements for Design Review (Chapter IV)?
- ❑ Building Height: Is the building height consistent with the District Standards (Chapter II)?
- ❑ Will the project achieve the minimum average heights specified (Chapter II)?
- ❑ Building Setback: Is the building setback from the street consistent with the District Standards specified (Chapter II)?
- ❑ Building Use: Are the proposed uses within the building consistent with District Descriptions (Chapter II) and Dominant Land Use descriptions (Chapter III)?
- ❑ Prohibited Uses: Are there any prohibited uses proposed (Chapter III)?
- ❑ Intensity: Is the intensity consistent with the Site Utilization Plan (SPA Plan) and the latest Intensity Monitoring Tables (Chapters IV and V)?
- ❑ Intensity Transfer: Will an Intensity Transfer be required? If so, has the Zoning Administrator approved the transfer?
- ❑ Overlay uses: Is the project within a block that has an overlay use (fire station, library, park, or school), and has this use been either accommodated or not required based on evidence presented?
- ❑ Parking: Does the building provide adequate parking spaces for the intended uses, based on (circle one):

  1. A shared or managed parking program previously approved;
  2. An adequate shared or managed parking program submitted with the application;
  3. Conventional City parking standards; or,
  4. EUC parking standards in Chapter III.

- ❑ Parking circulation design: Is the design of parking circulation, gates, backup spacing, turning radii, and stacking distances adequate for the intended use(s)?
- ❑ Parking space sizes: Are the parking space sizes adequate for the use(s) intended (Chapter III, Tables III-B & C)?
- ❑ On street Parking: If on street parking is being used to satisfy part of the parking

requirement, have these spaces been used for a previously approved project?

- ❑ Parking structure: If a parking structure is proposed that fronts on a street, has the street level been designed to enhance a pedestrian's experience by (circle all that apply):

  1. Appearance softened with landscaping;
  2. Street level shops or uses other than parking structure;
  3. Architecturally treated to provide an attractive finished look or art wall; or,
  4. Other acceptable technique.

- ❑ Loading Areas: Are the loading areas designed to minimize disruption to pedestrian and vehicular traffic?
- ❑ Trash: Are trash receptacles adequately located out of public view?
- ❑ Encroachments: If encroachments into the public right-of-way are being proposed, do these encroachments create any unacceptable public risks that are not addressed by the application?
- ❑ Has an encroachment permit been submitted?
- ❑ Parks: Is the project consistent with the Park Agreement?
- ❑ Affordable Housing: Is the project consistent the EUC Affordable Housing Agreement?
- ❑ Subdivision: Does the project comply with the Conditions of Approval for the subdivision?
- ❑ Landscaping: Does the project comply with the landscape requirements and Landscape Master Plan (Chapter III)?
- ❑ Architecture: Is the architectural design consistent with the character statements and character photo examples the District Standards (Chapter II) and the Building Typologies (Chapter III)?
- ❑ Pedestrian System: Does the project relate well to the pedestrian system?
- ❑ Does the project require approval from other property owners and has this approval been submitted (Chapter IV)?
- ❑ Has a recommendation been provided from the Master Developer (Chapter IV)?
- ❑ Have the Monitoring Tables been provided as required (Chapter IV)?
- ❑ Does the project require Design Review by the Design Review Board or Zoning Administrator (Chapter IV)?

- ❑ Is the project consistent with the approved PBS&J Sewer Study for the EDU's and the size of the on-site sewer system?
- ❑ Do the plans demonstrate consistency with any applicable approved on-site Best Management Practices (BMP's)?